

EDITED KSA LISTING

CLASS: ASSOCIATE ARCHITECT

NOTE: Each position within this classification may be required to possess all or some of these knowledge, skills or abilities.

--	--

	Knowledge of:
K1	General knowledge of architecture, architectural practice, building codes, details of planning and designing of a variety of building types and groups of buildings needed in order to perform the functions of planning, design and production of construction documents.
K2	General knowledge of building materials and methods of construction to accurately produce working drawings and specifications.
K3	General knowledge of construction costs in order to design a project within the budget.
K4	General knowledge of structural, electrical, and mechanical engineering as related to buildings to properly coordinate all the elements required for a complete building design.
K5	General knowledge of the methods of organization for proper production and compilation of construction documents.
K6	Basic knowledge of the principles of budgeting to effectively use design methods and materials for construction projects to remain within budgetary constraints.
K7	Basic knowledge of the department's Equal Employment Opportunity objectives to ensure compliance with departmental policies.
K8	General knowledge of contracts to effectively provide construction administration and ensure compliance with codes, plans and specifications.
K9	Comprehensive knowledge of personal computers and software to effectively prepare various construction documents, reports, correspondence, spreadsheets, etc.

EDITED KSA LISTING

CLASS: ASSOCIATE ARCHITECT

NOTE: Each position within this classification may be required to possess all or some of these knowledge, skills or abilities.

--	--

	Skill to:
S1	Create comprehensive architectural designs to produce construction documents that meet the needs of the program as well as departmental design criteria and building codes.
S2	Analyze comprehensive architectural designs to ensure construction documents meet the needs of the program as well as departmental design criteria and building codes.
S3	Effectively communicate pictorially, orally and in writing to provide clear and concise information/ideas to a variety of audiences and in different settings.
S4	Analyze logically and creatively to identify issues, draw valid conclusions, develop effective solutions, alternatives and/or make recommendations to various entities regarding planning, design, and/or construction situations.
S5	Direct the work of an architectural/engineering design team to ensure accurate interdisciplinary coordination of plans and specifications.
S6	Prioritize multiple projects to effectively meet scheduling needs for the fiscal year.